



CANNON BUILDING  
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**STATE OF DELAWARE**  
**BOARD OF CLINICAL SOCIAL WORK EXAMINERS**

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<b>PUBLIC MEETING MINUTES:</b>	<b>BOARD OF CLINICAL SOCIAL WORK EXAMINERS</b>
<b>MEETING DATE AND TIME:</b>	<b>Monday, October 20, 2014 at 9:00 a.m.</b>
<b>PLACE:</b>	861 Silver Lake Boulevard, Dover, Delaware <b>Conference Room A</b> , second floor of the Cannon Building
<b>MINUTES APPROVED:</b>	11/07/2014

**MEMBERS PRESENT**

Florienda Scott-Cobb, Professional Member, **President**, Presiding  
Rochelle Mason, Professional Member, **Vice President**  
Sandra Bisgood, Public Member, **Secretary** (9:01 a.m. – 11:52 a.m.)  
Lori Malloy, Professional Member  
John Mucha, Professional Member (9:01 a.m. – 11:53 a.m.)  
Kyla Teed, Public Member

**DIVISION STAFF/DEPUTY ATTORNEY GENERAL PRESENT**

Eileen Kelly, Deputy Attorney General  
Gayle MacAfee, Deputy Director  
David Mangler, Director  
Jessica Williams, Administrative Specialist II

**CALL TO ORDER**

Ms. Scott-Cobb called the meeting to order at 9:01 a.m.

**REVIEW AND APPROVAL OF MINUTES**

The Board reviewed the September 15, 2014 minutes for approval. Ms. Mason moved, seconded by Ms. Scott-Cobb, to approve the minutes as written. Motion unanimously carried.

**NEW BUSINESS**

**Ratification of Applications to Sit for the ASWB Clinical Exam**

Ms. Mason moved, seconded by Ms. Malloy, to ratify the application to sit for the ASWB Clinical Exam for Alice Anyona. Motion unanimously carried.

Ms. Mason moved, seconded by Ms. Malloy, to ratify the application to sit for the ASWB Clinical Exam for Deanna Reed. Motion unanimously carried.

Ms. Mason moved, seconded by Ms. Malloy, to ratify the application to sit for the ASWB Clinical Exam for Wendy Varricchio-Fletcher. Motion unanimously carried.

Ms. Mason moved, seconded by Ms. Malloy, to ratify the application to sit for the ASWB Clinical Exam for Serena Vaughn. Motion unanimously carried.

Ms. Malloy moved, seconded by Ms. Mason, to ratify the application to sit for the ASWB Clinical Exam for Danielle Brown. Motion unanimously carried.

Ms. Malloy moved, seconded by Ms. Mason, to ratify the application to sit for the ASWB Clinical Exam for Christopher Davis. Motion unanimously carried.

Ms. Malloy moved, seconded by Ms. Mason, to ratify the application to sit for the ASWB Clinical Exam for Kietra Winn. Motion unanimously carried.

Ms. Malloy moved, seconded by Ms. Mason, to ratify the application to sit for the ASWB Clinical Exam for Stephanie Zeigler. Motion unanimously carried.

#### Review of Applications to Sit for the ASWB Clinical Exam Reciprocity (Full Board Review Needed)

The Board reviewed Kelli Hitchen's application to sit for the ASWB Clinical Exam. Ms. Mason moved, seconded by Ms. Bisgood, to approve the applicant to sit for the ASWB Clinical Exam. Motion unanimously carried.

The Board reviewed Virginia Whitney's application to sit for the ASWB Clinical Exam. Ms. Bisgood moved, seconded by Ms. Scott-Cobb, to approve the applicant to sit for the ASWB Clinical Exam. Motion unanimously carried.

The Board reviewed Rebecca Brandt's application to sit for the ASWB Clinical Exam. Ms. Scott-Cobb moved, seconded by Ms. Mason, to approve the applicant to sit for the ASWB Clinical Exam. Motion unanimously carried.

The Board reviewed Suzanne Kirk's application to sit for the ASWB Clinical Exam. Ms. Mason moved, seconded by Ms. Scott-Cobb, to approve the applicant to sit for the ASWB Clinical Exam. Motion unanimously carried.

#### Review of Application for Licensure by Reciprocity (Full Board Review Needed)

The Board reviewed Patricia Balducci's application for licensure by reciprocity. Ms. Scott-Cobb moved, seconded by Ms. Mason, to approve the application for licensure by reciprocity. Motion unanimously carried.

#### Review Request for Inactive Status

The Board reviewed Nancy W. Frick's request for inactive status. Ms. Mason moved, seconded by Ms. Scott-Cobb, to grant the request for inactive status, which will expire on January 31, 2015, pursuant to Rule 8.1. Motion unanimously carried.

#### Review Proposed 2015 Board Meeting Schedule

The Board reviewed the proposed meeting dates for 2015. The Board will continue to meet on the third Monday of every month, unless the third Monday is a holiday, at which time they will meet on the first Monday,

excluding August and December. Ms. Mason moved, seconded by Ms. Teed, to accept the proposed meeting dates. Motion unanimously carried.

#### Discussion Regarding Higher Education Act Pertaining to Online Education Providers

Ms. Williams advised the Board that a potential applicant submitted an inquiry to the Board office pertaining online MSW programs. The potential applicant was advised that Delaware must approve the course pursuant to the Higher Education Act. The Board reviewed the documents submitted by the potential applicant, as well as the portion of the Higher Education Act regarding online courses. According to the Higher Education Act: "if an institution is offering postsecondary education through distance or correspondence education to students in a State in which it is not physically located or in which is otherwise subject to State jurisdiction, as determined by the State, the institution must meet any State requirements for it to be legally offering postsecondary distance or correspondence education in that State. An institution must be able to document to the Secretary the State's approval upon request."

Ms. Kelly will review the Higher Education Act, in more detail and will report back to the Board regarding the issue. Ms. Bisgood moved, seconded by Ms. Malloy, to table this item until the November 7, 2014 meeting. Motion unanimously carried.

#### Ratification of Application for Licensure by Reciprocity

Ms. Scott-Cobb moved, seconded by Ms. Mason, to ratify the application for licensure by reciprocity for Gary Jones. Motion unanimously carried.

#### **UNFINISHED BUSINESS**

##### Review Previously Tabled Application for Tiffany Patterson (Application was Tabled on September 15, 2014)

The Board reviewed the previously tabled application and supplemental documentation for Tiffany Patterson. Ms. Mason moved, seconded by Ms. Bisgood, to approve Tiffany Patterson to sit for the ASWB Clinical Exam. Motion unanimously carried.

##### Review Correspondence from Davis T. Short Regarding Previously Tabled Application (Application was Tabled on June 16, 2014)

The Board reviewed the correspondence from Davis T. Short requesting that the Board accept the previously submitted correspondence from his supervisor, John O'Brien. Mr. O'Brien submitted correspondence attesting that Mr. Short had received above the required amount of supervisory hours. According to Mr. Short, Mr. O'Brien is now retired, and he is unable to locate him to complete the supervisory reference form again. Ms. Mason moved, seconded by Ms. Scott-Cobb, to grant Davis T. Short's request to accept the previously submitted supervisory reference form and submitted correspondence from John O'Brien. Motion unanimously carried. Ms. Mason moved, seconded by Ms. Scott-Cobb, to approve Davis T. Short to sit for the ASWB Clinical Exam. Motion unanimously carried.

#### Discussion Regarding Proposed Statutory Revisions

Ms. Kelly advised the Board that the Joint Sunset Committee Questionnaire has been submitted to the Joint Sunset Committee analyst. She advised the Board that the proposed statutory provisions will need to be drafted into a bill format.

The Board observed a brief recess from 10:32 a.m. – 10:40 a.m.

Review Drafts of Proposed Statute and Rules and Regulations

The Board reviewed the draft bill containing the proposed statutory provisions. After reviewing the draft, and making changes to the proposal, Ms. Kelly will present the final draft bill to the Board during their November 7, 2014 meeting.

**PUBLIC COMMENT**

There was no public comment.

**CORRESPONDENCE**

There was no correspondence.

**OTHER BUSINESS BEFORE THE BOARD (FOR DISCUSSION ONLY)**

There was no other business before the Board.

**NEXT MEETING**

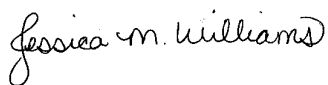
The next meeting will be held on November 7, 2014 at 9:00 a.m. in Conference Room A.

Ms. Scott-Cobb moved, seconded by Ms. Teed, to cancel the scheduled meeting on November 17, 2014. Motion unanimously carried.

**ADJOURNMENT**

Ms. Mason moved, seconded by Ms. Scott-Cobb, to adjourn the meeting. Motion unanimously carried. There being no further business before the Board, the meeting adjourned at 12:22 a.m.

Respectfully submitted,



Jessica M. Williams, Administrative Specialist II  
Delaware Board of Clinical Social Work Examiners